

Child Development Bureau

BUREAU OF CHILD DEVELOPMENT

The Bureau of Child Development (BCD) administers a cluster of programs, that affect the early education, early intervention, emotional and physical development, and care of children.

The mission of the Bureau: Building Bright Futures for Children

The Family and Social Services Administration, through the Division of Family and Children and the Bureau of Child Development, makes available to families a continuum of services based on the needs of each child and family. The Bureau of Child Development has five sections: Educare, First Steps, Healthy Families, Child Care Center and Home Licensing, and Child Care Health.

The First Steps Program

The First Steps Early Intervention System is Indiana's response to Part C of the Individuals with Disabilities Education Act. Established in 1986, this federal legislation created an opportunity for states to establish a community-based, family-centered, comprehensive system of early intervention services for eligible children and their families. First Steps' broad definition of children with special needs, the exclusion of family income as consideration for eligibility, emphasis on family-focused intervention and efforts to provide services in the child's natural environment all combine to create a successful program whose population consists of those in most need of early intervention. The cognitive developmental and social competency gains proven to result from early intervention programs like First Steps, contribute greatly to the creation of safer, healthier and more prosperous communities.

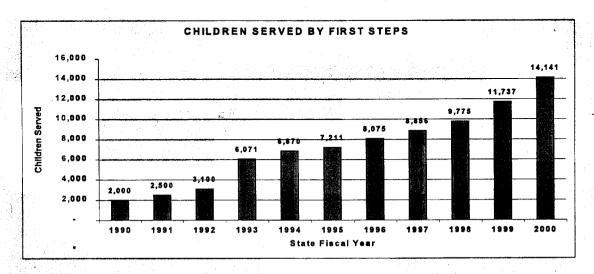
First Steps is based in each of Indiana's 92 counties and is implemented by a Local Planning and Coordination Council (LPCC) in each of them. First Steps works with local education, health and social service professionals to meet the special needs of children and families. First Steps is administered by the Indiana Family and Social Services Administration, Division of Family and Children, Bureau of Child Development.

In SFY 2001, 16,272 infants and toddlers received services through the First Steps System. The estimated number of First Steps population is 18,000 children. The program is available to children from birth to three years old who:

- are experiencing developmental delay;
- have a diagnosed condition that has a high probability of resulting in a developmental delay; and/or,
- are at risk of having substantial developmental delay as a result of biological risk factors if early intervention service are not provided.

Services that are guaranteed to enrolled children are: Speech Therapy, Occupational Therapy, Physical Therapy, Developmental Therapy, Social Work, Psychological Services, Nutrition, Health, Nursing, Medical Diagnostics, Audiology, Vision Services, Assistive Technology, Service Coordination, Transportation, and Family Training and Counseling.

First Steps expenditures for SFY 2002 are: First Steps Early Intervention Services (Part C Grant 2001) = \$7,830,010 Early Intervention (Various sources State EI, etc.) = \$52,809,390



Healthy Families Indiana

Healthy Families Indiana is a primary prevention program. It is a voluntary home visiting program for new parents as well as strategy for strengthening families and promoting healthy child outcomes. A variety of services are provided including child development, access to health care and parent education. By working closely with hospital maternity wards, prenatal clinics and other local agencies, the program systematically identifies, either before or immediately after birth, families who would benefit from education and support services and offers them home visitor services. In partnership with Healthy Families America, the national home visitation model, Healthy Families Indiana was launched in 1994. Prevent Child Abuse America and Healthy Families America credentialed Healthy Families Indiana as a multi-site system on September 25, 2001.

Indiana has the first Healthy Families program in the nation to support a state system with blended federal funds through the establishment of a Healthy Families Fund. Indiana is also the first state to establish formal linkages with the U.S. Justice Department.

At the state level, four different revenue sources contribute to the overall funding. These include: Children's Trust Fund, Criminal Justice Institute, FSSA, Division of Mental Health and Division of Family and Children and TANF funding.

The program is designed to strengthen families by reducing the incidence and possibility of child abuse and neglect, childhood health problems and juvenile delinquency.

The goals of Healthy Families Indiana are to:

- Systematically identify overburdened families
- Promote healthy family functioning by teaching problem solving skills
- Reduce family stress
- Improve family support systems
- Promote positive parent/child interaction
- Promote healthy childhood development
- Prevent child abuse and neglect
- Promote self sufficiency by linking families to existing community resources

Healthy Families Indiana provides screening and assessment of families in targeted areas throughout the state. Service entry points include WIC programs, health clinics and local hospitals. Parents are screened using a validated, standardized instrument, and the Maternal Record Screen. Positive screens do not assess the risk of child abuse and neglect but do indicate a need to conduct a more in-depth discussion with the family.

Families with positive screens are then assessed using a standard validated instrument, the Kempe Family Stress Checklist which is scored using a standardized rating scale. Families with a score of 25 of higher are offered the opportunity to participate in a voluntary home visiting program tailored to their individual needs.

By working closely with hospital maternity wards, prenatal clinics and other local agencies, Healthy Families Indiana systematically identifies families that could benefit from education and support services either before or immediately after birth. The program stresses collaboration with other local organizations.

Over 1,000 Assessment and Family Support Workers employed by local Healthy Families sites must complete 40 hours of Core Training within the first month of employment and begin to complete the state offered additional 90 hours of basic training within the first six months of hire.

The 56 Healthy Families Indiana program sites provide services to families throughout the state. The number of families served has increased from 760 in 1994 to 21,401 in 2001. Healthy Families has grown from a \$600,000 child abuse and neglect program in 1994 to \$40.5 million in 2001. Funding is a combination of local, state, and federal dollars.

Results:

Descriptive data provided by Healthy Families Indiana sites during 2000 - 2001 revealed the following results:

- of the 4,000 families screened each month, 45% had a positive screen and nearly 20% had a positive assessment
- 90% of the children had a regular primary health care provider and over 70% kept regularly scheduled well child visits
- 75% received age appropriate Denver II Developmental Screenings and 80% were up to date on childhood immunizations
- 3% of the families experienced a subsequent pregnancy
- 28% of mothers who have not graduated from high school are enrolled in school or a GED program
- Over 98% of the families served in the largest Indiana site who had at least 24 home visits had no substantiated abuse or neglect while in the program despite the fact they were at higher risk.

Educare - The Child Care Voucher Program:

Educare section is responsible for the local service delivery of the CCDF subsidy program. The Educare Section has regional consultants working directly with the voucher agents and the local Step Ahead Council's Educare Committees in program monitoring, preparing local Resource and Referral agency grants, School Age Child Care Grants and Quality grants. Temporary Assistance for Needy Families (TANF), Child Care Development Fund (CCDF) and School Age Child Care funds are utilized to support the child care needs of low income families who are working or in education/training programs. Funds are available in all 92 counties and are administered through a voucher and child care contract system for income eligible families with children 13 years of age and younger. Each year the number of children and families served through these programs have increased.

SFY 2001 =\$181,200,000 child care services

SFY 2001 = 86,199 children receiving child care service

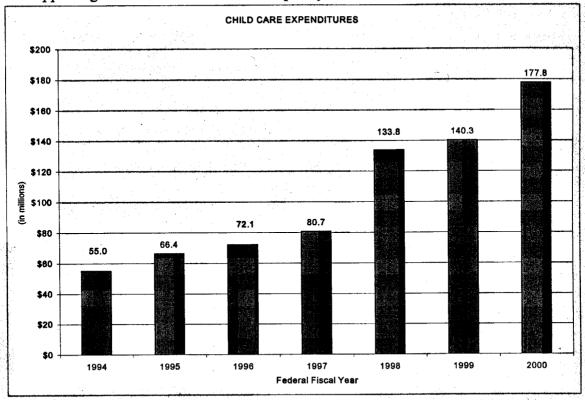
SFY 2001 = 46,285 families receiving child care services

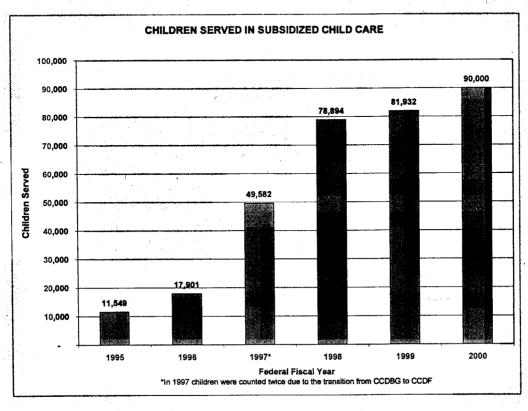
These funding streams are utilized to increase the availability, affordability and quality of child care services for Hoosier families by:

- Providing for the care and supervision of eligible children from low income families
 whose parents are working or in education/training programs. The program is a vital
 support to TANF families during welfare to work activities and during the transition
 from TANF dependency.
- A voucher system allows maximum choice in the selection of a child care provider. All child care providers receiving government vouchers must meet the new minimum standards effective October 2001.

• Supporting before and after school care for school age children

• Supporting local initiatives to increase quality child care.





Child Care Licensing:

The Child Care Licensing Section is responsible for processing applications for the licensing of child care homes, centers and facilities. This includes visits, at least annually to homes and centers to ensure compliance with state child care regulations and the investigation of any complaints. The Section also has responsibility for maintaining the new www.CareFinderIndiana.org website with information on all licensed and regulated facilities.

As of December 2001, licensing staff are state employees and dedicate full time to working with child care homes and centers. Prior to this year, the local Offices of Family and Children, through contracted licensing specialists had responsibility for licensing and inspections of family day care homes.

The Licensing Section has entered into a formal agreement with the Office of the State Fire Marshal to fund five marshals dedicated to child care facilities. In the past, the Office would inspect and approve all public facilities including child care and there was a delay in licensing due to lack of staff.

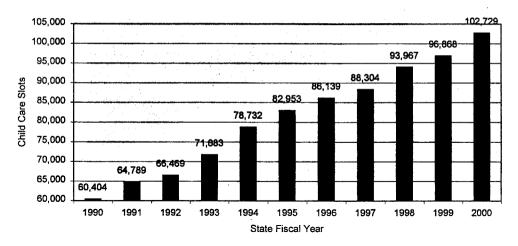
The Licensing Section has a contract with the Indiana Association for Child Care Resource and Referral to provide orientation training to all new child care home applicants on Class I and Class II home rules. They also work in cooperation with the Indiana Development Finance Authority and Service Corps of Retired Executives (SCORE) to assist potential providers access bank loans.

The Licensing Section conducts monthly Indianapolis based Orientation Sessions for all prospective center based providers. At the time of the Orientation Session, prospective providers will receive a complete Application Packet along with workshop sessions presented by all state agencies and DFC bureaus interacting with child care facilities. Pre-registration for these sessions will be available on the Internet later this year.

Each licensee is monitored once per year and additional visits are made as necessary. This monitoring includes any complaints including complaints regarding the ADA or discrimination issues.

As of June 30, 2001, the Division of Family and Children licensed 676 child care centers and 3,888 child care homes for a total of 4564 licensed facilities with a capacity of 105,346 child care spaces.

There has been a substantial increase from 32 to 67 accredited facilities since the introduction of the additional accreditation tier for higher reimbursements in May 2001.



Child Care Health Unit:

The Child Care Health Unit conducts quarterly sanitation surveys of registered child care ministries to ensure compliance with statutory requirements. Health and nutrition consultants work with child care centers and residential child care facilities for monitoring compliance with health and food regulations. The Unit monitors State Department of Health child care rules as well as Indiana Department of Environmental Management and OSHA rules as they apply to child care facilities.

The Child Care Health Unit has grown from two sanitarians to five who monitor and give technical assistance to ministries and all new facilities. There has been tremendous growth in ministries over the past five years from 305 to 569. The Unit has three nurses and a dietician who oversee health, food preparation, and sanitation of all child care centers. The three nurses are also responsible for overseeing health, food preparation and sanitation of all child caring residential facilities.

Effective May 2001, ministries who apply for voluntary certifications and complete the process are entitled to a higher voucher reimbursement rate. The voluntary certification process brings ministries closer to licensing requirements. Since May 2001, 13 ministries have applied for the certification.

Legally License Exempt Facilities:

Eight Minimum Standards for health and safety were implemented effective October 2001 for all new licensed exempt providers who receive CCDF funding. Effective October 2002 all existing providers as well as new providers will be required to meet these minimum standards in order to be eligible to be a CCDF voucher provider.

The eight minimum standards include: must be free from communicable tuberculosis; must have written plans for notifying parents in case of emergencies; must be currently certified in infant and child CPR and First Aid; must conduct and document a monthly fire drill; must have a criminal background check and cannot have been convicted of any

felony; must have a working telephone; must have working smoke detectors; must ensure that firearms and chemicals and all medications are inaccessible to children.

The Bureau has contracted with local resource and referral agents to assist licensed exempt providers achieve their minimum standards certification. The resource and referral agent completes the check list along with the provider and upon completion of all required standards, refers the provider to the Bureau of Child Development for certification.

Contract/Grants/Operations Management:

The Contract Management team provides fiscal, budget, and contract management to all sections of the Bureau. The Operations team gives administrative support across all five sections of the Bureau.

Child Care Provider Tiered Reimbursements -Incentives for Quality Care

As of May 2001 Indiana introduced a new tiered reimbursement methodology. By adopting this four tiered reimbursement plan, the Division supports the commitment to increase licensed capacity and to raise the quality of care for all children. A tiered reimbursement payment methodology allows families to access higher quality of care including licensed and accredited providers without additional cost to the family. Federal regulations require Indiana to adjust reimbursements accordingly to ensure families receiving federal subsidies have equal access to high quality child care.

The reimbursement tiers are as follows:

Tier One:

The market rates for Legally License Exempt care will be adjusted by 5% to help providers comply with the proposed Minimum Standards.

Tier Two:

Registered Child Care Ministries will have the opportunity for an additional 5% based on participation in the Voluntary Certification Program (VCP). There has been an increase in 13 ministries applying and working towards this Voluntary Certifications since the introduction of this new tier.

Tier Three:

The new market rates for Licensed Care have been established at the 75th percentile of the market rate. This rate is based on data from the 2001 market rate survey of licensed providers in every county.

Tier Four:

The addition of a new tier of rates for National Accreditation recognizes that these sites will represent the highest quality of care. There has been a 100% increase in accredited facilities since the introduction of this new tier.

Special Needs Child Care:

The availability of child care for children with special needs is very limited in Indiana. The costs incurred in delivering high quality care for special children are much higher than the 10% allowed for reimbursements to providers delivering this service. Inclusive child care settings are a priority for the Bureau. Recruiting well prepared and well trained staff to work in child care programs throughout the state is also a priority of the Bureau.

A statewide Special Needs Task Force was created in November 2001. The task force was charged with developing a set of recommendations to the Director of the Division of Family and Children for capacity building of inclusive child care setting and an equitable and appropriate methodology for child care subsidy reimbursement to providers for children with special needs.

Division of Family and Children Quality Initiatives:

The Office of Child Care Quality, Access and Partnerships has responsibility for managing the distribution of CCDF Quality Funds; coordinating public/private partnerships for community investments in child care; supporting the development of standards and regulations to improve quality of care; and developing a continuum of training, education and increased compensation for child care professionals.

• The Indiana Child Care Fund, Inc. was established by Executive Order 98-27 by Governor O'Bannon "to be the vehicle to implement the public private partnership and shall be charged with undertaking the following activities essential to the wellbeing of the children of Indiana: (a) increase public awareness regarding child care issues; (b) educate child care providers regarding quality child care; (c) raise funds to encourage and support the provision of quality child care; (d) build public/private partnerships intended to create, strengthen, and foster quality child care in Indiana, through statewide initiatives; and (e) foster and support consumer educational programs that promote quality child care."

Intergenerational Child Care Initiative has been developed by the Indiana Child Care Fund, Inc. in cooperation with Eli Lilly and Company. The corporate prototype will be piloted to offer opportunities to retired executives in corporate settings as well as to translate these opportunities to the not-for-profit community. An Intergenerational Tool Kit for Community Planners is being developed for statewide distribution in 2002.

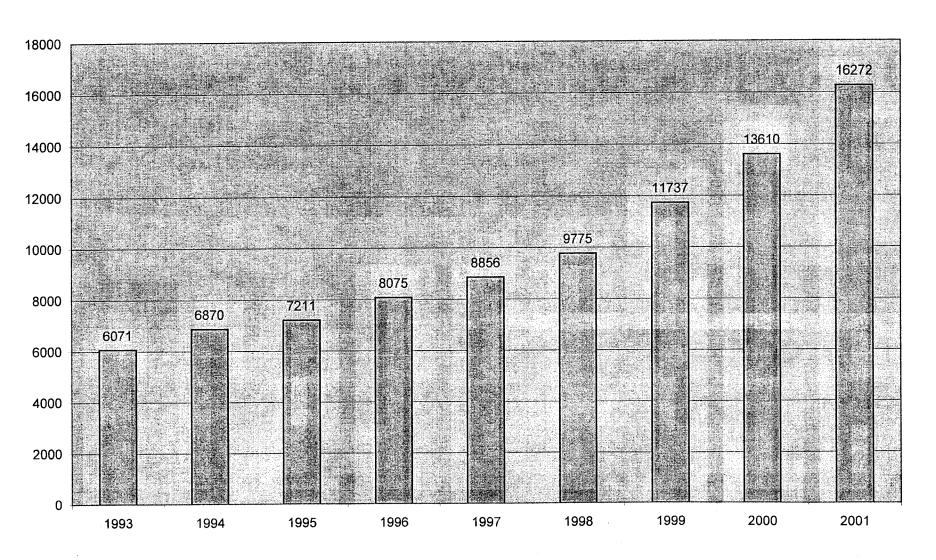
- Indiana's Community Child Care Initiative is a partnership between the Indiana Child Care Fund, Inc., the Indiana Family and Social Services Administration, and communities across the state, to provide financial and technical assistance to communities in developing comprehensive strategies to improve the quality of child care, mobilize the financial resources needed to successfully deploy those strategies, and to demonstrate significant results that directly benefit Hoosier children. The funding source for this grant initiative are federal Quality set aside funds for addressing infant and toddler, special needs, and overall quality enhancement of child care. The local Office of Family and Children together with the local Resource and Referral agencies and the Business Partnership Specialists serve as the convenors in every county.
- The Facility Financing Loan Program establishes FSSA's partnership with the Indiana Development Finance Authority to assist licensed and accredited child care providers in accessing loans to construct, expand, and improve child care facilities. Five loans have been approved for child care facility construction and major remodeling.
- The Indiana Business Partnership Specialist project is Indiana's newest initiative to assist communities in building collaborative relationships among private and public partners to increase high quality licensed child care in communities throughout the state. Through the work of this project, there has been more than 250 businesses currently implementing child care support initiatives that will be fully implemented in 2002. Working with the new federal Employer Tax Credit will encourage businesses to offer subsides to their low income employees, thereby assisting FSSA in reducing statewide CCDF wait lists.
- Business Start-Up Workshops is an FSSA's partnership with the Indiana
 Association for Child Care Resource and Referral and SCORE (Service Corp of
 Retired Executives) to focus on the business side of operating of child care business.
 The agenda is to assist prospective and established child care providers identify
 business problems, determine their causes and find solutions. SCORE works
 collaboratively with the Indiana Development Finance Authority on helping providers
 access child care bank loans.
- Indiana's new web based service www.CareFinderIndiana.org is a new approach to customer service designed to help parents make educated choices in selecting child care providers for their children. Parents can use this website to locate the closest licensed and regulated child care providers by initiating a search based on selected mileage from any address in Indiana. Through a link to MAPQUEST, parents can then obtain door-to-door directions to any licensed provider as well as the licensing status of their selected provider. The site is integrated with licensing records and will allow parents to view a provider's current license status, inspection and complaint history and services offered. Indiana Code 5-14-1-1 requires the public to have access to licensing records and the site will greatly expand this capability.

- The Teacher Education and Compensation Helps (T.E.A.C.H.) Early Childhood Indiana ® Program, a comprehensive scholarship initiative for child care providers, is an exciting way to help teachers increase their training and education levels. To combat poor compensation and high turnover, T.E.A.C.H. offers ways child care providers can earn more money. Over 2,000 child care providers are currently enrolled in Child Development Associate credentialing (CDA) and Associate Degrees in early childhood at Indiana's college campuses. The 2,000 scholarship recipients impact the lives of over 40,000 preschoolers. Over 3,000 child care providers are fully credentialed by the national Council on Professional Development, Washington, D.C. through college credit and non-college credit opportunities. This program is funded with CCDF Quality funds and private sector funds through the Indiana Child Care Fund, Inc.
- On-Line Child **Development** Associate Credential (CDA) http://www.IN.gov/childcarelearning FSSA and its partners, IvyTech State College, Saint Mary of the Woods, T.E.A.C.H., the Indiana Child Care Fund, Inc. and HeadStart continue to seek opportunities to deliver high quality instruction to child care providers throughout the state. Although programs offered to date effectively provide continuing education to child care providers, many providers still struggle to find the time and means to take advantage of on-going education and certification opportunities. As a potential solution for providers, a web based learning model has been proposed to address the needs of providers in areas with limited or no access to on-going education. Web based instruction for child care workers will be offered in seven pilot sites in May 2001 with a statewide enrollment scheduled for September Scholarship and Grant opportunities will be made through the T.E.A.C.H. 2001. scholarship program, Pell Grants, and the State Student Assistance programs.

Bureau of Child Development Summary of Charts and Graphs

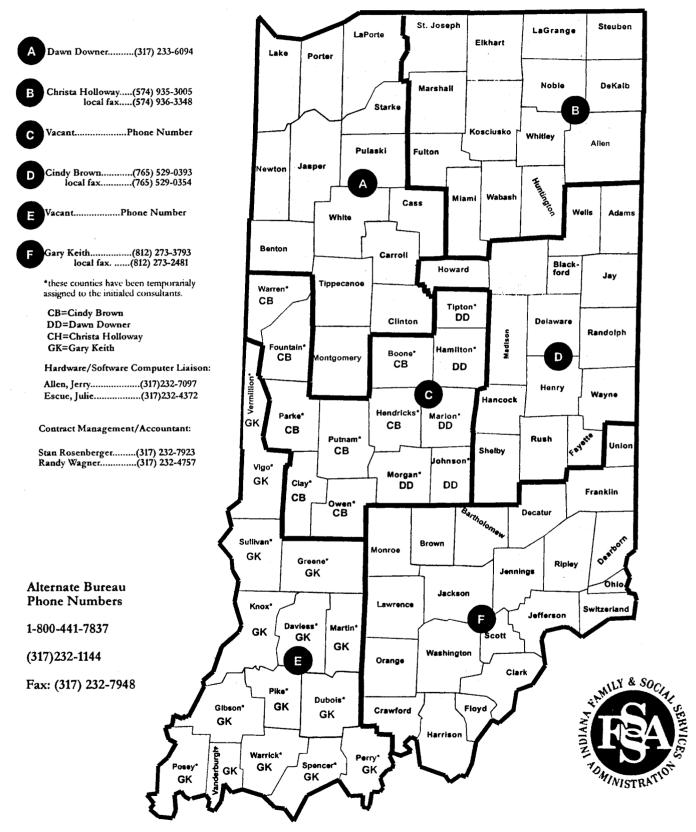
- Numbers of Children Served in First Steps
- First Steps Liaison Map
- Healthy Families Program
- Educare Liaison Map
- Accountant Regions
- Number of Licensed Child Care Facilities
- Licensed Child Care Homes, Centers and Registered Ministries
- Licensed Head Start Child Care Centers vs Non Head Start Centers
- Child Care Home Licensing Field Consultants
- Child Care Licensing Unit
- Child Care health Section Food, Health, Nutrition and Sanitation of Licensed Centers
- OFC Regional Managers

First Steps Early Intervention System Child Count 1993-2001

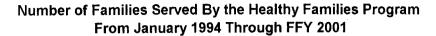


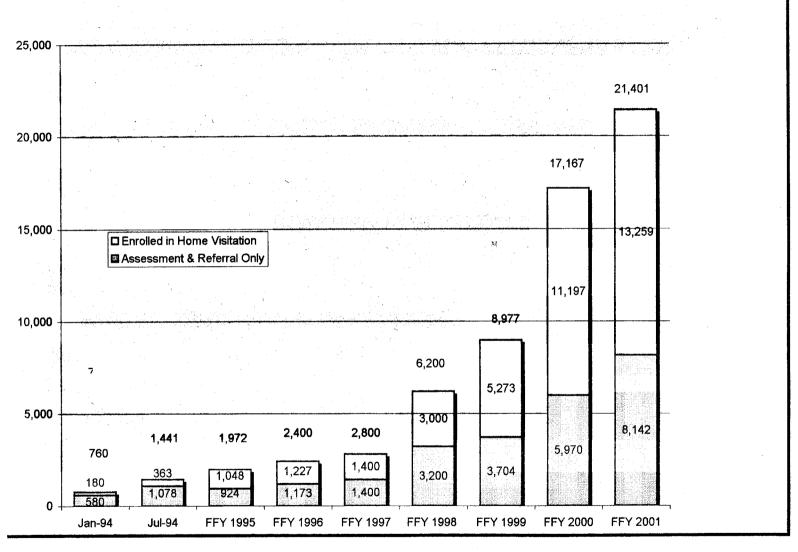
FIRST STEPS LIAISON MAP

Division of Family and Children/Bureau of Child Development



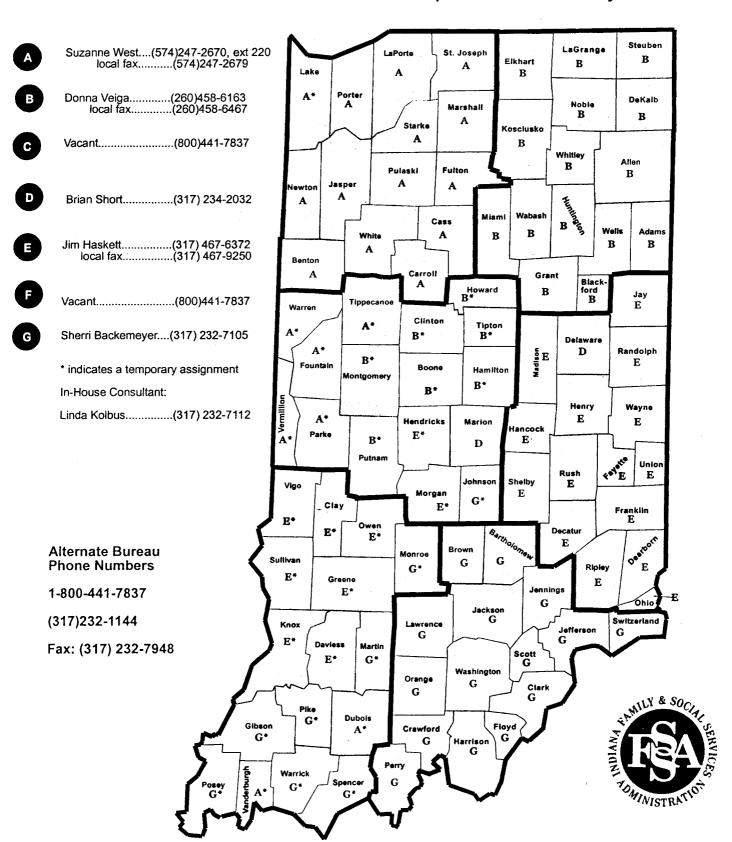
STATE OF INDIANA FAMILY AND SOCIAL SERVICES ADMINISTRATION





Prepared by; Family and Social Services Administration Division of Family and Children Bureau of Program Evaluation December 11, 2001

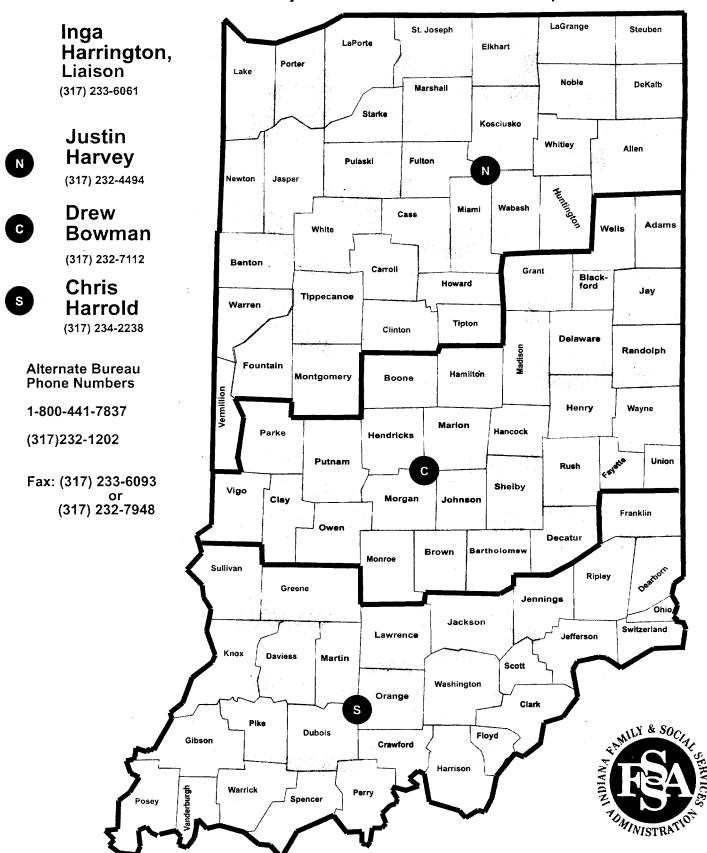
EDUCARE LIAISON MAP Bureau of Child Development/Division of Family & Children



Contract Management Team

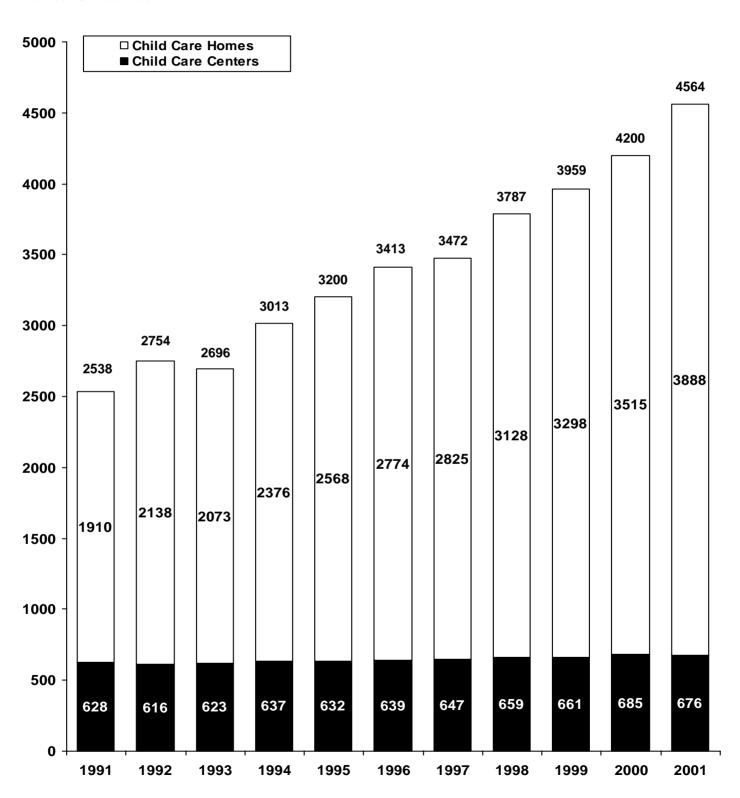
Accountant Regions

Division of Family and Children/Bureau of Child Development

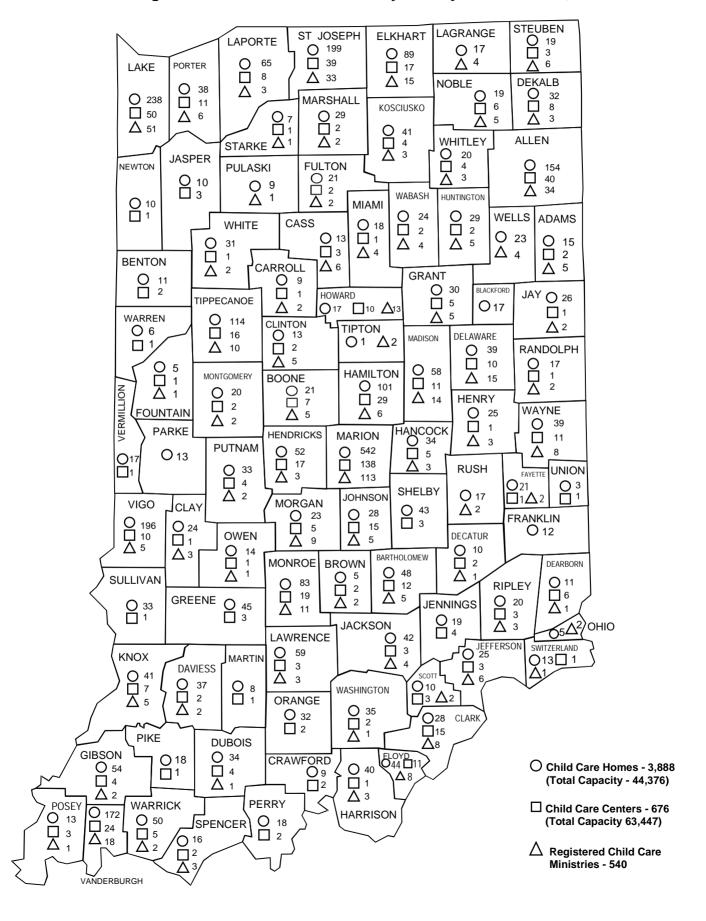


Indiana Family And Social Services Administration Number Of Child Care Facilities Licensed By Division Of Family And Children As Of June 30 Of Fiscal Years 1991 - 2001

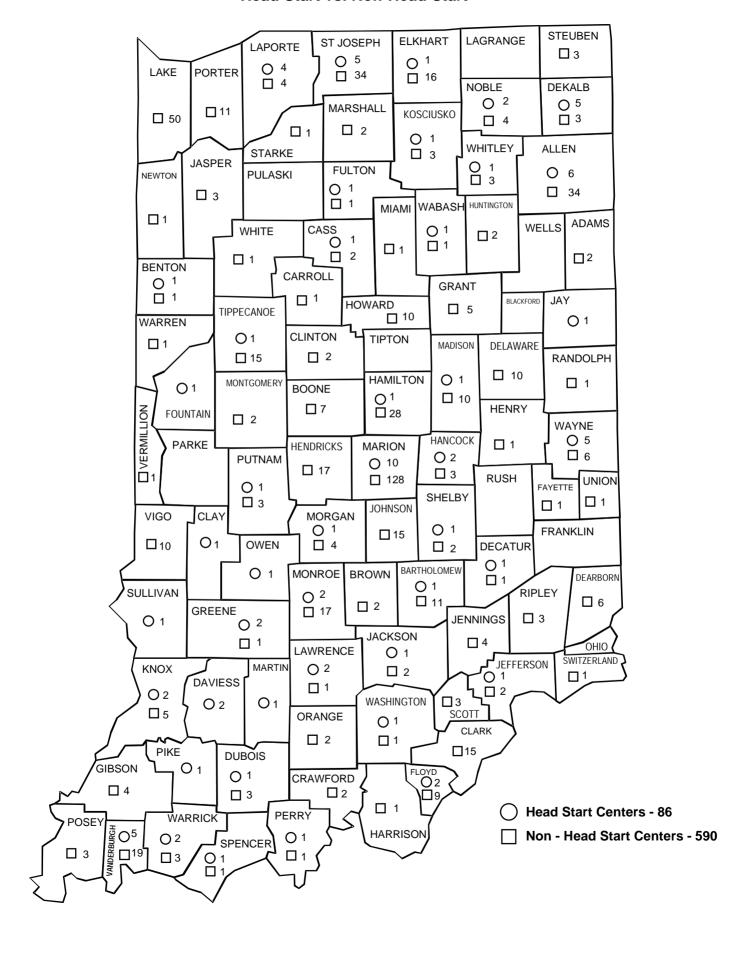
Number Of Facilities



Indiana Family And Social Services Administration Number of Child Care Homes, Child Care Centers, and Registered Child Care Ministries by County as of June 30, 2001

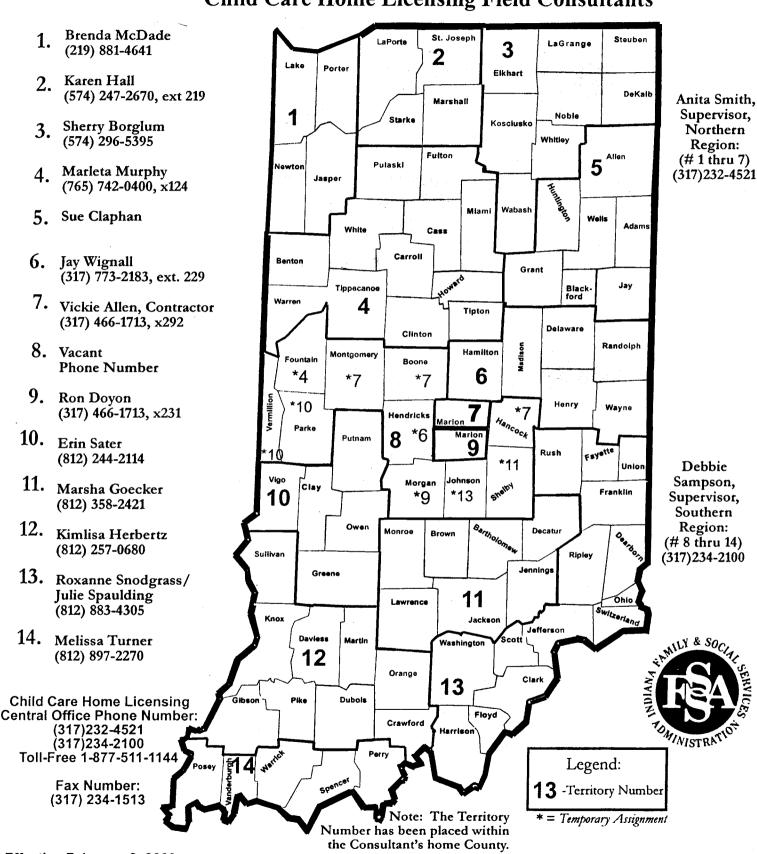


Indiana Family & Social Services Administration Number of Licensed Child Care Centers as of June 30, 2001 Head Start vs. Non-Head Start



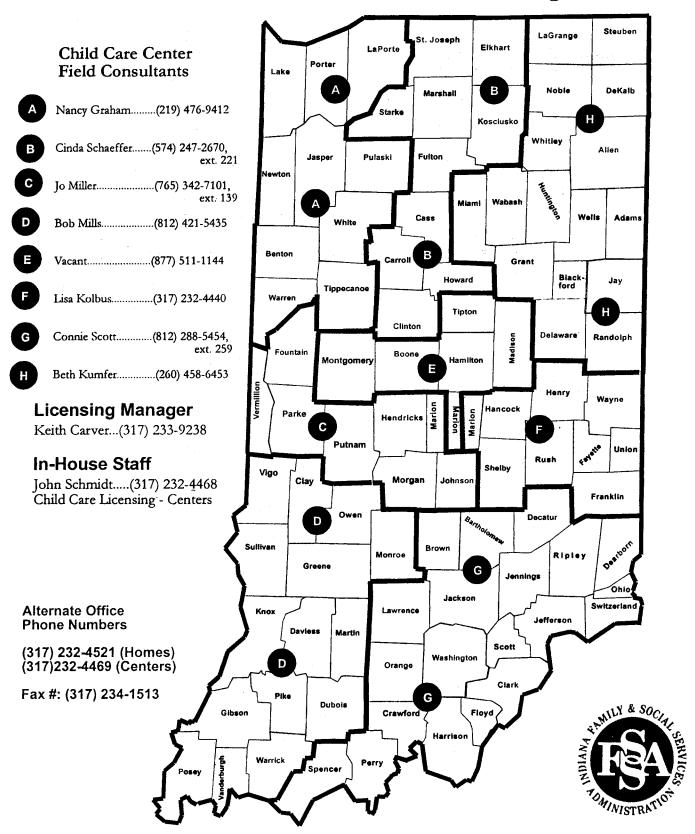
Division of Family and Children Bureau of Child Development

Child Care Home Licensing Field Consultants



Effective February 2, 2002

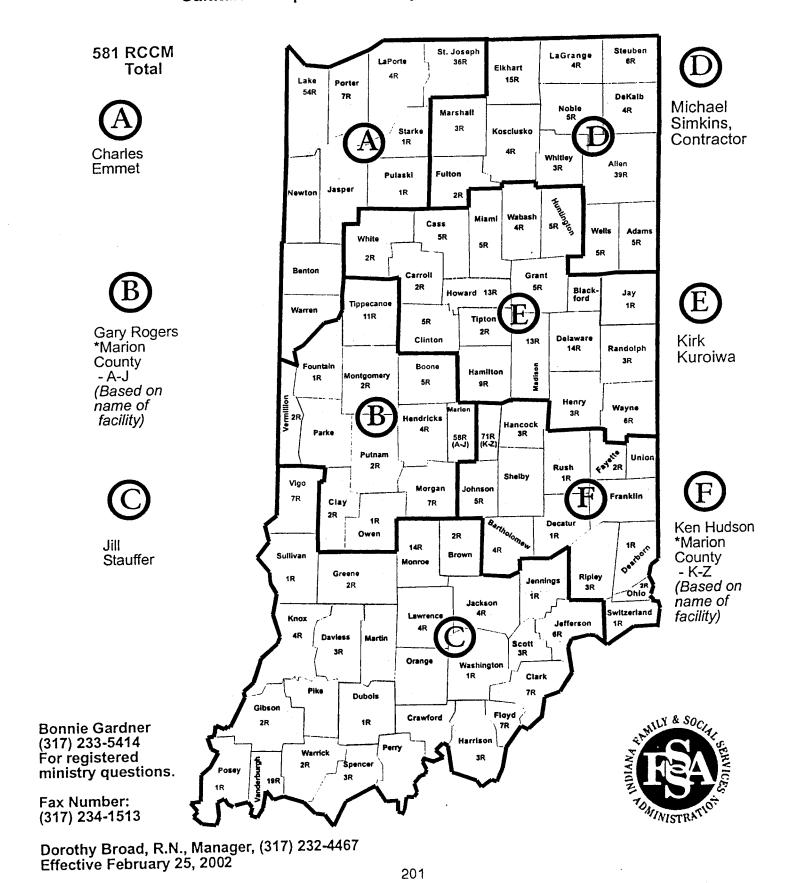
Division of Family & Children Bureau of Child Development Child Care Licensing Unit



State Licensing Toll-Free Information Number - 1-877-511-1144

CHILD CARE HEALTH SECTION

Sanitarian Map for Initial Inspections and Registered Ministries



Division of Family and Children OFC Regional Managers

